

Timeline for Submitting Applications for Educational Leave

The deadline for submitting applications for Fall Semester educational leave is January 10 for notification by April 1. However:

1. Class schedules for Fall Semester are due well in advance of April 1, before any applicant receives notification of the Provost's decision.
2. The deadline for submitting an application for a research grant is well in advance of April 1. However, a potential applicant will not know if he/she will have educational leave to conduct research until after that deadline.
3. Applicants do not necessarily know the Provost's decision on April 1.

The deadline for submitting applications for Spring Semester educational leave is June 1 for notification by September 1. However:

Class schedules for Spring Semester are due well in advance of September 1, before any applicant receives notification of the Provost's decision.

The Faculty Development Committee suggests a more appropriate timeline, the same deadline for Fall Semester and Spring Semester, September 15 of the previous academic year:

For Fall Semester 2009:

Application to Chair: September 15, 2008
Notification by Provost: December 10, 2008

For Spring Semester 2010:

Application to Chair: September 15, 2008
Notification by Provost: December 10, 2008

These two deadlines will allow department chairs more time to plan class schedules during the two semesters. Will they allow the applicants to meet the annual deadline for submitting a proposal for research funding?

A Question:

Were any applications submitted for a June 1, 2006 deadline? The Faculty Development Committee did not consider any between August 1 and December 31, 2006.